

**On-Line RV Form**

**National Cheng Kung University**

**New Booking**
                 
  **Amendment**
                 
  **Cancellation**
                 
  **Repeat Guest**

To : Marco Huang - Director of Business Development Shangri-La's Far Eastern, Tainan E-mail : <a href="mailto:marco.huang@shangri-la.com">marco.huang@shangri-la.com</a> Tel : 886 6 7028888 EXT. 6818 Fax : 886 6 702 8819	From : _____ Company : _____ Email : _____ Fax : _____ Tel : _____
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**Guest's Information**

Mr/Ms	_____	_____
	Last Name	Given Name
Title	_____	Company Name _____
Company Address	_____	
Membership Number	_____	
Passport Number	_____	Nationality _____
Place & Date of Issue	_____	Date of Birth _____

**Reservation Requirements**

Room Type (50 sqm)  Deluxe Room With Breakfast, **15% discount on prevailing Flexible Rate.**  
 (50 sqm)  Grand Deluxe Room With Breakfast, **15% discount on prevailing Flexible Rate.**  
 (50 sqm)  Deluxe Family Room With Breakfast, **15% discount on prevailing Flexible Rate.**  
 (58 sqm)  Executive Family Room With Breakfast, **15% discount on prevailing Flexible Rate.**  
 (50 sqm)  Horizon Deluxe Room, **15% discount on prevailing Flexible Rate** / With Horizon Club Access.  
 (89 sqm)  Plaza Suit, **15% discount on prevailing Flexible Rate** / With Horizon Club Access.

**The promotional rate/special rate cannot be enjoyed in conjunction with other promotional/discount offers.**  
**Flexible Rate Link : <https://www.shangri-la.com/tainan/fareasternplazashangrila/>**  
**Complimentary in-house wired Internet and Wi-Fi access throughout the hotel**

Arrival	_____	_____	_____
	Date	Flight Number	ETA
Departure	_____	_____	_____
	Date	Flight Number	ETD

**Guest's Preference (Upon Availability)**

**Occupancy**       **Single**                       **Double**                       **Quad(Family room only)**  
**Preferred Bed**     **King**                               **Twin**    **Deluxe Room / Grand Deluxe Room / Horizon Deluxe Room Only**  
**Special Dietary**    \_\_\_\_\_  
\*\*In accordance to government regulations, smoking is not allowed throughout the hotel beginning Jan. 11, 2009. All rooms provided is non-smoking rooms.

**Credit Card Guaranteed**

**All reservations must be guaranteed by credit card, Hotel will provide on-line link, please complete within 48 hours, any reservations without credit card guaranteed are not accepted.**  
**Notice of cancellation must be received no later than 72 hours of arrival date to avoid a cancellation penalty equivalent to one room night's charge.**

**Remarks:**

**Hotel Confirmation**

Room Rate	Confirmation Number	Confirmed by	Date
_____	_____	_____	_____

- 1) No-shows or cancellations made within 2 hours prior to the requested transportation arrangement will be subject to one trip charge in full as cancellation fee.
- 2) Check-in time is at 16:00 and check-out time is at 12:00 noon. Check-in require prior to 12:00pm will subject to additional one night room charge. Additional room charge will be applied for late check-out. Please consult with Front Office Receptionist upon check-in on availability. Room occupy until 16:00 will be charge at 50% of the room rate and full rate will be apply for late check-out beyond 18:00.
- 3) Rooms are available on a first-come, first-served basis. Reservations are NOT confirmed until the hotel sends a confirmation number.
- 4) All Rates are quoted in NT\$ and are subject to 10% service charge and 5% VAT
- 5) Kindly send in your reservation form in advance, rooms are subject to availability.